

Basic Parameters / Indicators on Functioning of Panchayats for Real Time Sample based Survey

Sl. No.	Parameter	Indicator	Unit
1	Basic Information	Name of the State	-
		Name of the District	
		Name of the Block	
		Name of the Gram Panchayat	
2	General Information	Number of Villages	
		Number of Wards	
		Number of Households	
		Number of Habitations	
		Total Population of the Panchayat	
3	Facilities Available in the GP	(i) Primary School	(a) Whether within the Village Panchayat or not (Yes/No)
			(b) Number of Primary School
			(c) Number of Students
		(ii) Middle School	(a) Whether within the Village Panchayat or not (Yes/No)
			(b) Number of Middle School
			(c) Number of Students
		(iii) Secondary School	(a) Whether within the Village Panchayat or not (Yes/No)
			(b) Number of Secondary School
			(c) Number of Students
		(iv) Primary Health Centres / Dispensaries	(a) Whether within the Village Panchayat or not (Yes/No)
			(b) Number of Health Centres / Dispensaries
			(c) Number of Medical Staff
		(v) Anganwadi Centre	(a) Whether within the Village Panchayat or not (Yes/No)
			(b) Number of Anganwadi Centres
			(c) Number of ANM / ASHA worker
(d) Number of children enrolled			

(vi) Maternity Centres	(a) Whether within the Village Panchayat or not (Yes/No)	
	(b) Number of Maternity Centres	
	(c) Number of deliveries in last one year	
(vii) Public Distribution Centres (PDS)	(a) Whether within the Village Panchayat or not (Yes/No)	
	(b) Number of PDS Centres	
	(c) Number of Ration Cards	
(viii) Adult Education Centres	(a) Whether within the Village Panchayat or not (Yes/No)	
	(b) Number of Centres	
	(c) Number of Students	
(ix) Police Station	(a) Whether within the Village Panchayats or not (Yes/No)	
(x) Highway	(a) Whether within the Village Panchayats or not (Yes/No)	
(xi) Bus Stop	(a) Whether within the Village Panchayats or not (Yes/No)	
(xii) Regular Market	(a) Whether within the Village Panchayat or not (Yes / No)	
	(b) Number of Markets	
(xiii) Railway Station	(a) Whether within the Village Panchayats or not (Yes/No)	
(xiv) Post Office	(a) Whether within the Village Panchayats or not (Yes/No)	
(xv) Public Telephone Centre	(a) Whether within the Village Panchayats or not (Yes/No)	
(xvi) Bank	(a) Whether within the Village Panchayats or not (Yes/No)	
(xvii) Block Panchayat Headquarter	(a) Whether within the Village Panchayats or not (Yes/No)	
(xviii) Primary Agricultural Credit Societies (PACS)	(a) Whether within the Village Panchayats or not (Yes/No)	
	(b) Number of PACS	

		(xix) LI Centre	(a) Whether within the Village Panchayats or not (Yes/No)												
		(xx) Primary Co-operative Centre	(a) Whether within the Village Panchayats or not (Yes/No)												
		(xxi) Veterinary Centre	(a) Whether within the Village Panchayats or not (Yes/No)												
			(b) Number of Veterinary Centre												
			(c) Number of Medical Staff												
		(xxii) Any Other Government Office	(a) Whether within the Village Panchayats or not (Yes/No)												
			(b) Details												
4	Planning at Village Level	(i) Gram Panchayat Development Plan prepared	<table border="1"> <thead> <tr> <th>Year</th> <th colspan="3">If yes, please specify</th> </tr> <tr> <th>2019-20</th> <th>No. of activities prepared</th> <th>Amount Approved</th> <th>Utilization</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Year	If yes, please specify			2019-20	No. of activities prepared	Amount Approved	Utilization				
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		(ii) Whether any convergence of schemes (MGNREGA, PMAY, NRLM, Jal Jeevan Mission, SBM etc.) fund taken care in Annual Action Plan of GPDP	(a) Yes / No.												
			(b) If yes, please specify												
		(iii) GPDP uploaded on eGram Swaraj	(a) Year 2019-20 (Yes/No)												
			(b) Year 2020-21 (Yes/No)												
			(c) Year 2021-22 (Yes/No)												

5	Function of Panchayat	(i) Delivery of Services by Gram Panchayats	<table border="1"> <thead> <tr> <th colspan="3">Implementation Status</th> </tr> <tr> <th>Yes / No</th> <th>Mention the Authority which performs each of these functions</th> <th>If not, which authority / functionary issue them</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Implementation Status			Yes / No	Mention the Authority which performs each of these functions	If not, which authority / functionary issue them									
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		(a) Issue of Birth Certificates																		
		(b) Issue of Death Certificate																		
		(c) Residential Certificate																		
		(d) Caste Certificate																		
		(e) Income Certificate																		
		(f) Age Certificate																		
		(g) Legal Heir Certificate																		
		(h) Electricity Permission Certificate																		
		(i) Janani Suraksha Yojana Certificate																		
		(j) Ration Card																		
		(k) Property Card																		
		(l) Issue of Marriage Certificate																		
		(m) Issue of Trade Licenses																		
		(n) Land Ownership Certificate																		
		(o) Street Light Connection																		
		(p) Sanitation Services																		
		(q) Drinking Water																		
		(r) Advertisement License																		
		(s) Entertainment License																		
		(t) Factory Permission																		
		(u) Widowship Certificate																		
		(v) Living Certificate																		
		(w) Property Mutation Certificate																		
		(x) Below Poverty Line Certificate																		
(y) Character Certificate																				
(z) Old Age Certificate																				
(aa) Non Beneficiary Certificate																				
(bb) Issue of Village Land Lease																				
(cc) Issue of Pond / Tank lease																				
(dd) Issue of Toll Tax Certificate																				
(ee) Divorce Certificate																				

		(ff) Separation of Family Certificate																			
		(gg) Park & Play Ground																			
		(hh) Market																			
		(ii) Burial Ground / Crematorium																			
		(jj) Infrastructure for Connectivity																			
		(kk) Skill Training																			
		(ll) Any Other																			
		(ii) Whether the households are connected with Tap Water Facility	Yes / No																		
		(iii) Whether the households are getting sufficient Drinking Water	Yes / No																		
		(iv) Whether the Quality of Drinking Water is Satisfactory	Yes / No																		
		(v) Whether Solar Panels are used for generating energy in the local area	Yes / No.																		
		(vi) Whether households have and uses toilets	Yes / No.																		
6	Panchayat Revenue (Tax/Non Tax) Taxes / Fees / Duties / Cess / Toll / Rent etc.	(i) (a) Income																			
		Revenue from Taxes / Fees / Duties / Cess by Panchayats (own tax revenue)	(Rs. in lakhs)																		
			<table border="1"> <thead> <tr> <th colspan="3">Property Tax</th> <th colspan="3">Other Tax</th> </tr> <tr> <th>2019</th> <th>2020</th> <th>2021</th> <th>2019</th> <th>2020</th> <th>2021</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Property Tax			Other Tax			2019	2020	2021	2019	2020	2021						
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2019	2020	2021	2019	2020	2021																
		(a) Revenue other than taxes (own non tax revenue)																			
		(b) Fiscal Transfers																			
		- Total Fiscal Transfers																			
		- Total Revenue Receipts																			

		(ii) Do the Panchayats have the freedom to fix the Tax Rate	Yes / No
		(iii) If yes, who fix the Tax Rates	
		(iv) If so, give details (including name of the tax, rate charged, rate band, if any, by Panchayats)	
7	Expenditure of Panchayat	i (a) Current Expenditure: <ul style="list-style-type: none"> - Establishment - Operation & Maintenance - Welfare Developmental Expenditure 	
		(ii) Capital Expenditure	
		(iii) Miscellaneous Expenditure	
8	Gram Sabha	(i) Number of Gram Sabha Meetings mandated in a Year	
		(ii) Gram Sabha Meetings Taken place during the Year 2021-22	(a) Date of Meeting in 2021-22
			(b) No. of Participants
			(c) Officials who attended the Gram Sabha (designation)
			(d) Topic of discussions
			(e) Decision taken
			(f) Action Taken
			(g) Whether Photography / Videography of the meeting was done (Yes / No)
		(iii) Whether Gram Sabha postponed due to lack of quorum during 2021-22	Yes / No If yes, then how many times
		(iv) Whether Gram Sabhas regularly held by GPs	Yes / No
		(v) Does the GP have financial assistance in conducting the Gram Sabha?	Yes / No
		(vi) Whether selection of beneficiary are done by Gram Sabha	Yes / No
		(vii) Whether all the houseless households in the GP have got the benefit of PMAY(G)	Yes / No

		(viii) If yes, please specify and if no then in any other housing scheme																												
		(ix) Is there Mahila Sabha or Ward Sabha in the village	Yes / No																											
		(x) If yes, please elaborate																												
9	Standing Committee	(i) Sanitation and Drinking Water	<table border="1"> <thead> <tr> <th>Chairperson (name & designation)</th> <th>Member (name & designation)</th> <th>No. of Meetings in 2021-22</th> <th>No. of Participants</th> <th>Resolution Passed or activities undertaken in 2021-22</th> <th>Other issues before the Committee</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Chairperson (name & designation)	Member (name & designation)	No. of Meetings in 2021-22	No. of Participants	Resolution Passed or activities undertaken in 2021-22	Other issues before the Committee																		
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		(ii) Health and Nutrition																												
		(iii) Education																												
		(iv) Social Security and Poverty Reduction																												
	(v) Natural Resource Management																													
	(vi) Agriculture																													
	(vii) Infrastructure																													
	(viii) Any Other Committee																													
10	Infrastructure & e-connectivity	(i) Do the Panchayats have own building	If yes, specify the area in sq. ft																											
		(ii) Is there a separate hall for meeting	Yes / No																											
		(iii) What are displayed in the Bhawan walls inside	<table border="1"> <thead> <tr> <th>Information on schemes (yes/no)</th> <th>Details of beneficiaries (scheme-wise) (yes/no)</th> <th colspan="2">Any other, mention in bullet points</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td colspan="2"></td> </tr> <tr> <td></td> <td></td> <td colspan="2"></td> </tr> </tbody> </table>				Information on schemes (yes/no)	Details of beneficiaries (scheme-wise) (yes/no)	Any other, mention in bullet points																					
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	(iv) Information displayed outside the Building / office	<table border="1"> <thead> <tr> <th>Name and contact details of the Sarpanch and other members</th> <th>Name of the offices functioning from the bhawan (yes/no)</th> <th>Information on Services Available (yes/no)</th> <th>Any other, mention in bullet points</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				Name and contact details of the Sarpanch and other members	Name of the offices functioning from the bhawan (yes/no)	Information on Services Available (yes/no)	Any other, mention in bullet points																					
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	(v) What are the facilities available in the Panchayat building		<table border="1"> <thead> <tr> <th>Toilet (yes/no)</th> <th>Tap Water / Stored Water (yes/no)</th> <th>Electricity (yes/no)</th> <th>Furniture (chairs/tables/fans etc) (yes/no)</th> <th>Any other pls specify</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Toilet (yes/no)	Tap Water / Stored Water (yes/no)	Electricity (yes/no)	Furniture (chairs/tables/fans etc) (yes/no)	Any other pls specify												
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	(vi) Number of Computer available																			
	(vii) Are they in working condition		(Yes/No)																	
	(viii) Is internet available in the office		(Yes/No)																	
	(ix) If no, then how far is the nearest access point																			
	(x) Do the Panchayat have email address		Yes/No																	
	(xi) Do the Panchayat have their own web page		Yes/No																	
	(xii) Do the Panchayat have video conferencing facility		Yes / No																	
	(xiii) Whether GPs receive GOs and other orders through email		Yes / No																	
	(xiv) Name the Department that have their field offices in the Panchayat building? (yes / no)		(a) Rural Development (b) Women and Child Development (c) Health & Family Welfare (d) Skill Development and Entrepreneurship (e) Education (f) Agriculture & Family Welfare (g) Water and Sanitation (h) National Disaster Management Authority (i) Fisheries, Animal Husbandry and Dairying (j) Food Processing Industries																	

			(k) Tribal Affairs (l) Ayush Mission (m) Financial Services (n) Any Other, pls specify									
		(xv) In 2021-22, what are the measures taken for Panchayat infrastructure? By Whom?	Activities Undertaken: <ul style="list-style-type: none"> - Construction of New Panchayat - Repair of Existing Building - Construction of Toilets - Provision for Electricity and Water Connection <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Status (yes/no)</th> <th>If yes, by whom</th> <th>Amount incurred (Rs. in lakhs)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Status (yes/no)	If yes, by whom	Amount incurred (Rs. in lakhs)						
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11	Manpower / HR Position	(a) Secretary	Panchayat Own Staff or any Other Line Departmental Staff	Regular / Contractual	Who pay their Salary	Functions Performed	Whether Panchayat has the power to measure or recommend their performance (yes/no)
		(b) Executive Officer					
		(c) Technical Officer					
		(d) Data Entry Officer and Accountant					
		(e) Tax Collector					
		(f) Sanitary Staff					
		(g) Others, specify					

12a	Community based Bodies / Parallel Bodies in the village	(a) Education Committee (b) Joint Forest Committee (c) Health & Sanitation Committee (d) Health & sanitation Committee	<ul style="list-style-type: none"> - Who is the chairman - Who are the members (including ex-officio members of Panchayats) - Role of these bodies / committees - Activities undertaken 2021-22 - Whether panchayat supervise the activities (yes/no)
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		(e) Committee on Centrally Sponsored scheme (f) Committee on State Sponsored scheme (g) Any other, pls specify	<ul style="list-style-type: none"> - Role of Panchayat in these bodies/committees - Whether accountable, Yes/No. If yes, pls. specify - Whether funds to bodies / committees passed through Panchayats (yes/no) - Whether anyone from Panchayat attend the meeting (yes/no) - In what ways these bodies / committees support Panchayats 						
12.b	Support offered to Panchayats by Departmental Offices / Bodies in 2021-22 (i.e. Manpower / Financial)	(a) Agriculture, including Agricultural Extension (b) Land Improvement, Implementation of Land Reforms, Land Consolidation and Soil Conservation (c) Minor Irrigation, Water Management and Watershed Development (d) Animal Husbandry, Dairying and Poultry (e) Fisheries (f) Social Forestry and Farm Forestry (g) Minor Forest produce (h) Small Scale Industries including Food Processing (i) Khadi Village & Cottage Industries (j) Rural Housing (k) Drinking Water (l) Fuel and Fodder (m) Roads, Culverts, Bridges, Ferries, Waterways and other means of Communication (n) Rural Electrification and Distribution of Electricity (o) Non-Conventional Energy Sources (p) Poverty Alleviation Programmes (q) Education, including Primary and Secondary Schools (r) Technical Training and Vocational Education (s) Adult and Non-Formal Education (t) Libraries	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">Support Offered</th> </tr> <tr> <th style="width: 50%; text-align: center;">Manpower</th> <th style="width: 50%; text-align: center;">Financial</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </tbody> </table>	Support Offered		Manpower	Financial		
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Manpower	Financial								

		(u) Cultural Activities (v) Markets & Fairs (w) Health and Sanitation, including hospitals, primary Health centres and Dispensaries (x) Family Welfare (y) Women and Child Development (z) Social Welfare, including Welfare of Handicapped & mentally retarded (aa) Welfare of the weaker sections, and in particular of the Scheduled Castes & Scheduled Tribes (bb) Public Distribution System (cc) Maintenance of Community Assets (dd) Others, if any	
13	Supervision	(i) Year of Visits in 2021-22 (ii) Central Government Officers (Yes/No) (iii) State Government Officers (Yes/No) (iv) District Level Officers (Yes/ No) (v) Block Level Officers (yes/ No) (vi) Any Other Institute / Organization (yes / No)	If Yes, pls. furnish the following details No. of Visits: Designation: Purpose of Visit: Decision Taken: Action Taken Report:
14	Accounting and Audit	(i) Whether Panchayats uses Audit Online Software	- Implementation Status - If no, pls., specify the reasons of non-implementation
15	Transparency and Anti-corruption	(i) Does the Gram Panchayat provide information under RTI Act? If yes, who is generally the information officer? Please mention the designation.	- Information furnished under RT Act – Yes/ No - If yes, designation and contact details of the Information Officer

		(ii)Recent Initiatives related to transparency and anti-corruption undertaken in 2021-22	<ul style="list-style-type: none"> - Number of Complaints received (give numbers) - Elected Representatives - Panchayat Officials - Others (Specify) - Addressed / Disposed 															
16	Training	(i) Who imparts training (SIRD&PR or any other, pls specify)																
		(ii) Training to <ul style="list-style-type: none"> - Sarpanch / Pradhan - Ward Members - Panchayat Functionaries - Other Stakeholders esp Elected Women Representatives 	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Details of the Training Imparted on the Topics / Themes (In Numbers)</th> </tr> <tr> <th style="width: 20%;">Induction</th> <th style="width: 20%;">GPDP</th> <th style="width: 20%;">e-Governance / Computer</th> <th style="width: 20%;">SDGs</th> <th style="width: 20%;">Others, pls specify</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Details of the Training Imparted on the Topics / Themes (In Numbers)					Induction	GPDP	e-Governance / Computer	SDGs	Others, pls specify					
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17	Panchayat Assessment & Incentives	(i) Any award received under Incentivization of Panchayats Scheme of MoPR in previous years	Yes / No															
		(ii) If yes, name of the award																
		(iii) Any other award received by GP for any commendable work	Yes/No															
		(iv) If yes, details may be given																
		(v) Any success story published	Yes / No															
		(vi) If yes, pls provide the details in bullet points																
18	Election & Elected Representatives of GP details	(i) Election & Elected Representatives of GP Details	<ul style="list-style-type: none"> - Last Election held - Next Election due - No. of Elected Women Representatives - Percentage of Elected Women representatives - Number of SC/ST/OBC Elected Representatives 															
19	Adoption of e-GramSwaraj	(i) Adoption Status of eGramSwaraj	Yes/No															
		(ii) GPDP uploaded on eGramSwaraj	Yes/No															

			2019-20 2020-21 2021-22
		(iii) eGramSwaraj – PFMS Interface (eGSPI)	Yes/No
		(iv) On boarded on eGSPI	Yes/No
		(v) Online Payment	Yes/No
		(vi) PFMS Mapping	Yes/No
		(vii) Geotagging of Assets	Yes/No
		(viii) If yes, numbers of geo tagged assets	
		(ix) Name of the State Software Application(s) that are in use in the Panchayat?	
20	Status of SVAMITVA	(i) Drone Flying Completed	Yes/No
		(ii) Feature Extraction Completed	Yes / No
		(iii) Maps Handed Over for Ownership Data Collection	Yes/No
		(iv) Property Survey Completed and Submitted Back to Sol	Yes / No
		(v) Maps provided for Objection process	Yes/No
		(vi) Property Card /Title deed Planned distributed	Yes/ No
		(vii) If yes,	Provide numbers
21	Implementation of PESA	(i) Whether the GP is scheduled GP / Village Panchayat under PESA / 6 th Scheduled Area Act	Yes / No
		(ii) What are the special powers given to GP / Gram Sabha	
		(iii) Issuance of license / renewal of licence for	- Minor Forest Produce (MFP) – Yes/No - Minor Mineral Produce (MMP) – Yes / No - Liquor Shop – Yes / No - Any Others, pls specify
		(iv) Availability of Gram Sabha Mobiliser supported under RGSA	Yes / No

		(v) Availability of PESA coordinator at Block level supported under RGSA	Yes/No
		(vii) Availability of PESA coordinator at District level supported under RGSA	Yes/No
		(viii) Whether funds received under Gram Panchayat for orientation programmes for Gram Sabhas under RGSA	Yes / No
22	Localization of Sustainable Development Goals (LSDGs)	(i) Whether they have been trained on LSDGs	Yes/No
		(ii) Whether the GP has taken any Sankalp so far to achieve LSDGs	Yes / No
		(iii) If yes, Sankalp taken on the theme	(a) Poverty Free and Enhance Livelihood Panchayat (Yes/No) (b) Healthy Panchayat (Yes/No) (c) Child Friendly Panchayat (Yes/No) (d) Water Sufficient Panchayat (Yes/No) (e) Clean and Green Panchayat (Yes/No) (f) Self Sufficient Infrastructure in Panchayat (Yes/No) (g) Socially Secured Panchayat (Yes/No) (h) Panchayat with Good Governance (Yes/No) (i) Women Friendly Panchayat (Yes/No)
